

March 9, 2010



**U.S. Customs and
Border Protection**

10-113
ENT-2-SF:APD:CO:FO KK

CLEVELAND AREA PORT PIPELINE
(AMENDMENT TO 05-26)

**TO : All Importers, Brokers, Customs and Border Protection Officers and
Other Interested Parties**

SUBJECT: Entry Summary Cancellation

The purpose of this pipeline is to clarify procedures for entry summary cancellation requests. It is the responsibility of the filer to request cancellation of entry summaries. This request is to be submitted to Customs and Border Protection (CBP) as soon as the filer becomes aware of the need for the cancellation. Filers should not wait until CBP issues liquidated damages or provides notification of outstanding entry summaries to file cancellation requests.

The cancellation request must be submitted on company letterhead and state the reason for the request. If a refund is being requested, please state the amount. The documentation that must accompany the letter is the original or copy of the CF-7501, CF-3461 and any additional supporting documentation. The request must be submitted to the CBP office where the merchandise was entered, released, or scheduled to be entered/released. The only person authorized to sign the request letter is the importer of record or an agent authorized to act on the importer's behalf. Requests for cancellation will be considered if received by Customs in a timely manner; e.g., prior to the 10th working day after release of the merchandise or upon receipt of proof of exportation or destruction resulting from a refusal issued by another government agency.

Requests for cancellation should not be filed as a Section 514 or as a Post Entry Amendment (PEA); requests filed as a Section 514 or as a PEA will be rejected. Filers should not delete the entry data in their system until they receive confirmation from CBP that the cancellation was approved and processed.

If you have any questions or need further information, please contact Entry Branch Chief, Michelle English at (440) 891-3830.

A handwritten signature in black ink, appearing to read "Marc A. Hurteau".

Marc A. Hurteau
Area Port Director